

**State Advisory Committee (SAC)**  
**For the Education of Children with Disabilities**  
Advising the NH Department of Education per RSA 186-C:3-b

**September 9, 2015**  
**Retreat**  
**9:00am – 2:30pm**

**Meeting Minutes**

**Attended: SAC Members**

Maureen Tracey (Chair), Bonnie Dunham, (Vice-Chair), Jack Balcom, Kerri-Lynn Kimner, Heidi Cloutier, Janet Reed, Jean Parsons, Lynda Thistle-Elliot, Mary Ellen Pantazis, Lisa Beaudoin, Tom Grinley, Mike Pinard, Sue Marcotte-Jenkins, Karen Rosenberg, Lisa Hatz, Mary Heath

**Guest(s):**

Santina Thibedeau, Administrator, Bureau of Special Education, Mary Lane, Lori Noordergraaf, Liz Carlotto, Sherry Burbank, Joanne DeBello, Bridget Brown

9:00 – Welcome, Introductions of SAC Members & Guests, Icebreaker

- Maureen began the meeting at approximately 9:05am
- All attendees introduced themselves and their roles
- Attendees participated in a welcoming activity

9:25 – Overview of the Day, Approval of Minutes, Correspondence, Announcements, Public Comment

- Approval of June Minutes
  - Bonnie made a motion to approve the minutes, Karen seconded
  - Question on the date in May for Lakeview, "lengthy hearing before the State Board" on May 20<sup>th</sup>, not May 28<sup>th</sup>. (add other changes)
  - Acceptance of meeting notes as amended, 13 approved, none opposed, one abstention. Motion passed.
- HB 126 ~ establishing a commission to study issues related to students receiving special education services while attending a chartered public school. Bonnie is member HB 126 and there is a need for needs more members; Bonnie asked SAC members if they know of any individuals who would like to become members of the Committee.

Public Comment: No public comment

#### 9:40 – “State of the State” – Legislator / Legislative Update

- Bonnie distributed a document “Status of Key Special Education Related Bills Introduced in the 2014 – 2015 Legislative Session.
- The Bureau of Special Education has been holding stakeholders meeting on Restraints and Seclusion Rules and SAC has provided input, 85% of the recommendations has occurred.

#### 10:20 – Report/Update from the Bureau of Special Education, Santina Thibedeau

- Santina and Michelle Lewis, Executive Director of the Parent Information Center, presented on “Meaningful Stakeholder Engagement Action” at the 2015 OSEP Leadership Conference in July.
- Ruth Littlefield, Education Preschool Special Education Consultant for the Bureau, presented as part of a panel on “Focus on Quality: From Preschool to Later Success” at the 2015 OSEP Leadership Conference in July.
- As the Chair of SAC, Bonnie has been invited to attend the OSEP Leadership Conference over the past several years; next year the Bureau will invite Maureen.
- Updated on the State Systemic Improvement Plan (SSIP): Improving social – emotional outcomes for preschool children with disabilities.
- The Office of Special Education Programs (OSEP) has determined that New Hampshire meets the requirements of Part B of the IDEA. OSEP's determination is based on the totality of the State's data and information, including the State's FFY 2013 Part B State Performance Plan (SPP)/Annual Performance Report (APR). New Hampshire was mentioned in a July 6 article in Ed Week noting that New Hampshire is one of 19 states that earned the “meets requirement” determination. This is the fifth consecutive year that New Hampshire has achieved the highest state determination from the Office of Special Education Programs (OSEP).
- The New Hampshire Rules on the Education of Children with Disabilities expire on June 30, 2016; the Bureau has been holding public input forums and webinars. Santina spoke about revisions being made.  
[http://www.education.nh.gov/instruction/special\\_ed/documents/power\\_point\\_nh\\_rules\\_stakeholder\\_input\\_september\\_24.pdf](http://www.education.nh.gov/instruction/special_ed/documents/power_point_nh_rules_stakeholder_input_september_24.pdf)

#### 11:20 – Recap of Last Year

- Distribution of SAC Report
  - Bonnie distributed the 2015 Report. Requested members review the Report and provide feedback to her and/or Maureen.
- Report from SAC Delegation meeting with Commissioner
  - Karen Rosenberg updated SAC members ~ recommendations to the Commissioner in April and August 2014. A small delegation (Jean Parsons, Bonnie Dunham, Karen Rosenberg and Maureen Tracey) met with Commissioner Barry. Discussed Multi-Tiered Systems of Support, SAC encourages 100% participation; Commissioner Barry liked the idea and asked SAC to take the lead Circle Excellence Award criteria. SAC to brainstorm list of folks to be invited; Bonnie and Maureen to draft. How will this work, who would be involved, certified, licensed, related service providers?

#### 12:15 – Lunch and networking

## 1:00 - Review the Statutory Role of SAC and SAC Procedures

Discussion of ways to have meetings work effectively while fully engaging all SAC members and fulfilling SAC's responsibilities.

- Norms, how we interact with each other – visual / actions
- Group discussion vs. subcommittee work
- Policies / barriers not working
- Recommendations, work/action – no end point/result; being addressed through other means
- What is the basis / concern of issues

Review the meeting norms and see if more to add and/or take away

- Visual in real time throughout the meeting; visual input, not a norm a practice
- When there is a motion, place visually so all can see, define for the typist
- Dragon available on the computer
- Bonnie - get rid of time for subcommittees ~ arrange schedule to accommodate the needs of SAC (concerns with Bonnie on removing)
- Rough draft on website, SAC policies and procedures, if you miss three meetings in a row without notification to SAC chair, understanding would be this is a resignation. Define lines of communication as to when you can't make a meeting; there have been several meetings without a quorum
- At this time, only remove the Sub-committee work

Bottom of Agenda: Responsibilities of SAC

- Discussion around due process ~ Santina to provide in updates.

## – Understanding the Issues

- Small group discussion of key issues in special education, impacting the education of children with disabilities from their experiences and those they have heard from the stakeholder group(s) they represent

~ Report back / Discussion

Discussed as a group:

- Personnel shortages; Commissioner to reach out to the Chancellor of Education as to where the shortages are. Offer from the Commissioner to have a SAC Representative invited to School Councilors Conference - where the need is. Other stakeholder groups are looking at broad range strategies.
- Locating information on the Bureau's website; indexed, list of topics. The Bureau's website is an official New Hampshire government website and has to follow guidelines within.

## 1:30 – Identify and Select Areas of Focus for the Year

The following areas of focus were selected after lengthy discussion and a vote of present SAC members:

1. Supporting our most vulnerable children
  - a. Mental health
  - b. Substance abuse
  - c. Absentee parents / unaccompanied youth
2. Creating a culture of school and community inclusion removing the barriers
3. Children, families and schools affected by substance abuse

October meeting please come with key points to address these topics.

## 2:15 – Old Business, New Business, New/Emerging Issues, Public Comment

- *Brochure or guidance document for new SAC members? Welcome to SAC . . . . currently in the report. Develop brochure with policies and procedures.*
- Vacancies in SAC Membership; look at the membership list and discussion on possible folks to fill these vacancies.
- Lisa Hatz, new things happening with SPED and VR with new authorization. Excited how the law will push boundaries and barriers.
- Linda Thistle-Elliott; substance abuse labor and sex trafficking, children with disabilities, homeless, have a task force member come and talk with SAC
- To do
  - Write financial letter
  - October Meeting ~ NH Rules
  - Personnel shortage stakeholder group
  - Multi-tier System of Support
  - Development of Award

Janet made a motion to Adjourn, motion was seconded Mary Ellen, all in favor.  
Meeting adjourned at 2:26pm.

Next meeting ~ Wednesday, October 7, 2015, 4:30pm-7:00pm ~ NHDOE, Room 15